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ABSTRACT

This booklet, based on the court ordered Uniform Code of Student Conduct, published by the Detroit Public Schools, is designed to make elementary school students in Detroit, Michigan aware of their rights and responsibilities in school. In simple language, the booklet delineates laws and rules the students must abide by, discusses disciplinary actions that will be taken if rules are broken, explains the students' legal rights, and outlines responsibilities students have toward their peers, teachers, and themselves. (MK)

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Written Just for You!!

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BE COOL
IN SCHOOL

UNIFORM CODE OF STUDENT CONDUCT

This Book Belongs to:

_____

_____School

DETROIT PUBLIC SCHOOLS
1977

UD020661

REMINDER

If you are in doubt as to whether or not something is right or wrong by the laws and rules of the *Uniform Code of Student Conduct*, ask your teacher or principal.

Your health, your safety, your welfare are important to all of us.

Give the facts.

INTRODUCTION

JUDGE ROBERT DE MASCIO, United States District Court, has ordered that the *Uniform Code of Student Conduct* be used to guide the actions of students and school staff in the Detroit Public Schools. The school public has a right to know what students can or cannot do in order that they will be free from harm and free to learn.

This guide to student responsibilities and rights has been written especially for elementary school students. It is based on the court-ordered *Uniform Code of Student Conduct* published and distributed by the Detroit Public Schools (Publication I-404 INF).

STUDENTS RESPONSIBILITIES

What you can do

1. TAKE PART
   - ☐ Come to school everyday.
   - ☐ Come to school on time.
   - ☐ Go to all classes. Do the classwork.
   - ☐ Ask your teachers for help.

2. CONTROL SELF
   - ☐ Obey all school rules.
   - ☐ Act in a way that will help you and other students to learn.
   - ☐ Help care for books, supplies, and all school property.

3. RESPECT SCHOOL WORKERS
   - ☐ Be polite to all teachers, principals, aides and other school workers.
   - ☐ Obey all teachers, principals, aides and other school workers.
   - ☐ If you do not see why you should, obey at the time you are asked. Talk it over later with the principal and your parents.

4. RESPECT OTHER STUDENTS
   - ☐ Be fair with other students.
   - ☐ Treat other students in a way that will not hurt them. Avoid fights.
   - ☐ Speak kindly to other students. Avoid name calling.
   - ☐ Teachers, principals, aides, and other school workers, and parents will help you to be fair with one another.

Come to School

- Everyday
- On time
- Ready to give and get help
- Obey all School rules

LAWS AND RULES

1. BREAKING LAWS

Laws are made to protect everyone. Students who break laws while in school are punished. If you break the law you will be excluded from school at once. But you will be given a chance to tell your side of the story.

Here are some laws that must not be broken:

- *Assault* — Do not hurt another person and do not threaten to hurt another person.
- *Battery* — This is much worse than assault. Do not hit a person.
- *Dangerous Objects* — Do not carry, use, or hide a dangerous object in a school building or on school grounds. Do not use things like combs and pencils in a dangerous way.
- *Drugs* — Drugs can cause harm. Do not carry, use or sell drugs.
- *Stealing* — Do not take without permission things that do not belong to you.
- *Extortion* — Taking something from a person or even talking about taking something from a person is an act of extortion. Do not use force or the threat of force to get money or things that do not belong to you.
- *Vandalism* — Vandalism is an act of destruction. Do not destroy or damage things in your school or around your school.
- *Violence* — Violence is an act of physical force used to cause injury or damage. Do not act or talk in a way that may hurt others.

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Know your legal NAME

- *Disturbing Staff* — By your actions or by your words, do not stop or try to stop teachers, principals, aides, and other school workers from doing their jobs.
- *False Alarms* — False alarms are dangerous. Do not set off false alarms. Do not tell lies about fires, bombs, or alarms.
- *Student Movement* — Every one has a right to come to school and to go home without being bothered. Do not bother anyone who is coming to school, and do not bother anyone who is leaving school.
- *Other Unlawful Conduct* — If you break any law of the State of Michigan you will be punished. Do not break any laws.

2. BREAKING RULES

Rules are made for the safety of all students in the school. You must know the rules that are to guide you. If you break rules, you will be disciplined, and you may be punished.

Here are some rules that must not be broken:

- *Disobeying Adults* — Do not refuse a request, from a teacher, principal or other school worker even if you think it might be unfair. You can talk it over later with the principal and with your parents.
- *Bad Words* — Do not speak words that will hurt others.
- *Wrong Places* — Do not visit other schools without permission.
- *Wrong Name* — Do not refuse to give your correct name when asked.
- *Smoking* — Do not smoke or carry lighted cigarettes in school or on school grounds.
- *Skipping* — Do not skip school or classes.
- *Gambling* — Do not play games for money.
- *Demonstrations* — Do not join groups that interfere with the rights of others.
- *Other Rules* — Do not break any school rules.

DISCIPLINARY ACTIONS

If you break the rules you will be disciplined. If you break the laws you will be disciplined or punished.

Here are some disciplinary actions:

1. TEMPORARY EXCLUSION

   Temporary exclusion means that if you break the rules you will be kept out of class or out of school until a Parent-Conference is held. You may be kept out of class for one day, or you may be kept out of school up to three days. Within three days, a parent-conference must be held. The purpose of the conference is to help you correct your behavior.

2. EXCLUSION

   Exclusion means that you will be kept out of school for a set period of time. A hearing must be held. A hearing is a meeting to talk about the problem and make a decision. If you break a law you will be excluded from school at once.

3. SUSPENSION

   Suspension means that you must be sent to another school.

4. EXPULSION

   Expulsion means that you may not attend any Detroit Public School.

5. MAKE-UP WORK

   If you are excluded or suspended you will be given a chance to do make-up assignments.

Read the "Rights"

STUDENTS RIGHTS

Students are given these rights by law:

1. THE RIGHT TO AN EDUCATION

   You have a right to take part in all programs of the Detroit Public Schools without regard to race, creed, color, sex, or national origin.

2. THE RIGHT TO FREEDOM OF EXPRESSION AND PUBLICATION

   You have a right to express your opinions in any way that is fair. You must sign written opinions.

3. THE RIGHT TO DISSENT

   You have a right to disagree. When you disagree, you must respect the rights of others.

4. THE RIGHT TO PETITION

   You have a right to ask for changes by writing a letter to your principal or teacher.

5. FREEDOM FROM UNREASONABLE SEARCHES AND SEIZURES

   You have a right to privacy. No one can search or take things that belong to you unless there is an emergency or a good reason. If you are not present, you must be told as soon as possible that things that you own have been searched or taken.

6. THE RIGHT TO DUE PROCESS

   You have a right to know all about any charges made against you. You also have a right to explain what happened and why. Any final records on you must state whether or not the charges were proven.

7. THE RIGHTS OF STUDENTS WHEN QUESTIONED BY THE POLICE

If police or court officials have a warrant, the principal of the school has the power to let them search or arrest you. If the police or court officials do not have a warrant, the principal will decide whether to let them talk with you. Other officials from public or private agencies must have the approval of your parents to talk with you. The principal, or someone representing the principal, must be present when you are questioned.

You must be told that you have the right to remain silent because what you say may be used against you in court. You must be told that you have the right to talk with a legal adviser. Parents must be told about your being questioned by police or court officials. Parents may be present during questioning.

8. STUDENT CLOTHING

You and your parents have a right to choose your style of clothing. You may be denied this right when your style of clothing presents a safety or health hazard, or interferes with learning.

....'Joe doesn't act that way at home."

Appendix I — DISCIPLINARY ACTIONS

Before you can be

- ☐ excluded
- ☐ suspended
- ☐ expelled

certain steps must be taken in order to safeguard your rights.

1. You must be told
   - ☐ what act has caused you to be excluded, suspended, or expelled.
   - ☐ that you will be allowed to present your side of the story.
   - ☐ that a hearing will be set up so that both sides of the story can be heard.

2. The principal, or the person acting for the principal, will decide whether or not you are to be disciplined by being kept out of school. Before this action can be taken, the principal must first talk about the problems with you. Parents or guardians will be notified as stated in the *Uniform Code of Student Conduct*.

> REMINDER
>
> When you break the law while you are in school, you will be excluded at once. But you will be given a chance to tell your side of the story.

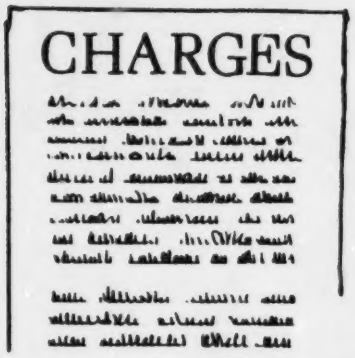
3. A hearing is much more serious than most conferences. It can result in your being excluded or suspended. Your parents will be involved in these meetings. They will be allowed to:
   - ☐ look at the evidence.
   - ☐ get help from their own adviser.
   - ☐ question all witnesses.

4. If the principal makes the complaint, some other school worker must hear the case and decide what action will be taken.

5. In serious cases, you can be expelled permanently from Detroit Public Schools. Before this action can be taken a region superintendent must recommend it. There are also many steps which must be taken. Only the Detroit Central Board of Education has the power to expel you.

> An Important Reminder
>
> You and your parents or guardians should read carefully the *Uniform Code of Student Conduct* and follow the procedures that are described there if you are being excluded, suspended, or expelled. (Refer to Appendix I in the *Uniform Code of Student Conduct*)

6. If your parents think that the action taken by the principal in excluding or suspending you from school is unfair, there is a way that allows them to appeal to the region office and later to the Central Board of Education.



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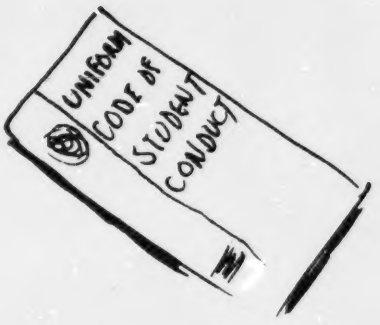

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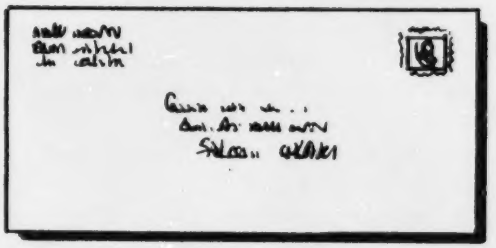

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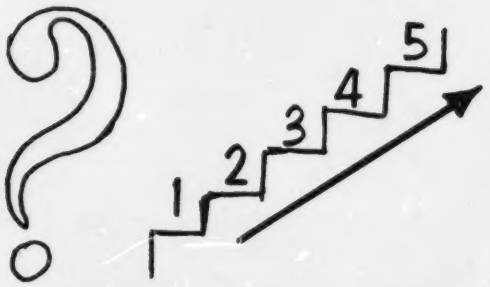

STEPS TO APPEAL

To protect your rights, follow the schedule that is outlined in the *Uniform Code of Student Conduct*.

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Appendix II — RECORDS

Schools keep records of Referrals for Disciplinary Action. These records are available to regional and central school offices as provided for in Appendix II in the *Uniform Code of Student Conduct.*

Appendix III — DISCIPLINE

1. Your teacher may ask you to leave the room if you have caused a serious disruption.
2. Before letting you back into class, your principal may require that you have a conference with at least two of the following people: A principal, an assistant principal, a counselor, a school worker, a school psychologist, an attendance officer, or a parent.
3. The principal, or the person acting for the principal, will:
   - ☐ follow the procedures in the *Uniform Code of Student Conduct.*
   - ☐ listen to both sides.
   - ☐ decide what is to be done.
   - ☐ inform the teacher and the parents of the decision.
4. If you do not want to be excluded from class or from school,
   - ☐ do not use bad language.
   - ☐ do not fight.
   - ☐ do not gamble.
   - ☐ do not bring drugs, alcohol, or cigarettes to school.
   - ☐ do not steal.
   - ☐ do not damage the school building or anything in it or on its grounds.
   - ☐ do not harm or threaten to harm others.
5. Remember, your principal must call the police
   - ☐ if you break the law by bringing dangerous weapons to school.
   - ☐ if you falsely report fires or bombs.
   - ☐ if you possess illegal drugs.
   - ☐ if you commit any crime.

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